

**EAST LYME BOARD OF EDUCATION  
East Lyme, Connecticut**

**REGULAR MEETING**

**Monday, May 23, 2016 – 7:00 p.m.**

Mary Broderick Auditorium and Room B101, East Lyme High School

**MINUTES**

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman, Jill Carini (arrived 7:40 p.m.), Bill Derry, John Kleinhans, Marlene Nickerson, Barbara Senges, Jaime Barr Shelburn

Board Members Absent: Candice Carlson

Administrators Present: Jeffrey Newton (Superintendent), Donna Gittleman (Interim Assistant Superintendent for Special Education and Pupil Personnel), Linda Anania (Principal, Flanders School), Melissa DeLoreto (Principal, Niantic Center School), Dr. Judy DeLeeuw (Principal, East Lyme Middle School), Mike Susi (Principal, East Lyme High School), Jeff Provost (Assistant Principal, East Lyme High School), Kim Davis (Special Education Coordinator), Maria Whalen (Director of Business and Facilities), Pat Lannon (Technology Director)

*At 6:00 p.m., prior to the Regular Meeting, the Board of Education hosted a retirement reception in the Frances Hart Ewers Memorial Library at East Lyme High School for the District retiring and departing staff with 20 or more years of ELPS service. The retiring staff was introduced by Superintendent Newton and remarks were offered by each building principal and the administrative staff.*

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***ELPS Retiring Staff and Departing Staff with 20 or More Years of ELPS Service***

**Teachers**

Claire Artibee, Math Teacher, MS  
Lauren Brake, Math Teacher, HS  
Marie Hobbes, Science Teacher/CIL, HS

Amelia Quinn, Special Education Teacher, NC  
Carl Reichard, Science Teacher, HS  
Audrone Venduras, Language Arts Teacher, MS

**Support Staff**

Jeannie Bergamo – Nurse, NC  
Bonni Geaney – Administrative Assistant, NC (retired 11/02/15)  
Patricia Nelson – Teaching Assistant, HA  
Roger Peterson – Custodian, MS (retired 08/29/15)

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*Following the reception, those assembled moved to the Mary Broderick Auditorium for an East Lyme Board of Education and Town of East Lyme Recognition Ceremony.*

**I. CALL TO ORDER – 7:00 p.m. by Chair Tim Hagen**

Those retiring/departing were recognized by the Board and the Town and a Town Proclamation was read and awarded by First Selectman, Mark Nickerson.

Following the staff recognition, Student Leadership Awards were presented by Superintendent Newton, Board Chair Hagen, ELHS Principal Susi, and First Selectman Nickerson as follows:

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**Connecticut Association of Boards of Education**  
**Student Leadership Awards**

Julia Fenn and Evan Kluge  
East Lyme Middle School

Jarett Mirecki and Marguerite Powers  
East Lyme High School

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*The Board took a short recess at 7:20 p.m., reconvening at 7:30 in Room B100, East Lyme High School.*

**II. PLEDGE OF ALLEGIANCE** – Led by Chair Tim Hagen

**III. PUBLIC COMMENT**

1. Rocco Tricarico (17 Rose Lane, East Lyme), urged the Board to hold honest and robust discussion regarding the Chinese Program budget and requested a copy of the Memorandum of Understanding adding students grades 9-12 to attend ELHS. He inquired what the program's net revenue is to the district and questioned why ELHS was not listed by the USA News Report as one of the top HS in the nation.
2. Jennifer Murray (7 Tabernacle Avenue, Niantic), asked that tour guides be more consistent leaders at each building for the elementary building tours on Wednesday, May 25. She stated the public has been denied the opportunity to review the plan in advance of the May 25 joint meeting with the Board of Finance and the Board of Selectmen. She asked that a generalized plan be established for what information is given to children and a more unified approach be taken as to what information is given to children at school.

**IV. APPROVAL OF MINUTES**

**MOTION:** Jaime Barr Shelburn moved approval of minutes of the Board of Education May 10, 2016 Regular Meeting as presented; Marlene Nickerson seconded.

**VOTE PRO:** Tim Hagen (Chair), Eric Bauman, John Kleinhans, Marlene Nickerson, Barbara Senges, Jaime Barr Shelburn

**VOTE CON:** None

**ABSTAIN:** Bill Derry, Al Littlefield (Secretary)

**MOTION CARRIED 6:0:2**

**V. SPECIAL REPORTS**

**A. *Students' Representative*** – Matthew Spang (12) and Lily Zhong (11)

1. The Board thanked graduating senior Matt Spang and awarded him with a token of appreciation for his two years of dedicated service as Student Representative.
2. Updated the Board on various upcoming school related activities.

**B. *Selectmen's Representative*** – First Selectman Mark Nickerson

1. The Town's Budget Referendum passed.
2. The Board of Finance Meeting on 05/25 will establish mill rate; taking into consideration State budget cuts.
3. An Informational Session of the Board of Finance and the Board of Selectmen will be held on 05/25 at 7:00 p.m., Lillie B. Haynes gymnasium for a Board of Education presentation of the Elementary Building Project.
4. The Niantic Boardwalk dedication will be held on Saturday 05/28 at 11:00 a.m.
5. The Niantic Memorial Day Parade is scheduled for Saturday, 05/28 at 2:00 p.m.
6. Niantic/East Lyme Historic Houses "Open House Day" is to be held on 06/05.

7. The First Selectman's Community Forum will be held on Monday 06/06 in Mary Broderick Auditorium at 7:00 p.m. The subject will be "*Drug Awareness in the Community.*"

**C. Salem Board of Education** – George Jackson

1. On behalf of the Salem Board of Education, George Jackson congratulated the East Lyme Public School retirees and student leadership award recipients.

D. Other Reporters - None.

**VI. CONSENT AGENDA** - None.

**VII. DISCUSSION/ACTION ITEMS**

**A. Instruction**

**1. Discussion re: ELHS Chinese Program Presentation**

Principal Michael Susi gave an overview of the agreement between East Lyme and Xiang Jiang High School, Guangzhou, China and Spiral International and explained the interview and selection process used to accept Chinese students to attend East Lyme High School for one academic year. The students are placed with host families through Spiral International. Three of the nine students presently attending East Lyme High School shared their experiences and thanked the Board for affording them the opportunity to study in the U.S. Most of the students plan to attend U.S. universities. Next year up to ten Xiang Jiang High School students in grades 9-12 will attend East Lyme High School.

**2. Discussion re: ELPS Summer Enrichment Program Update**

Interim Assistant Superintendent Donna Gittleman provided a status update on the East Lyme Public Schools' Summer Enrichment Program. She reported that last week letters were sent home to parents of students who have been identified by their teachers as children who could benefit from this program. Three responses have been received to date. The offer will be extended to all elementary students throughout the district. Mrs. Gittleman stated the program needs to be self-funded, and she will continue to update the Board on enrollment numbers. Next year the program will be advertised in February following winter break. Summer learning opportunities in technology were suggested for next year. The session will be 3 hours per day, 3 days per week for 3 weeks. Notices will be sent out this week to all elementary parents.

**B. Finance/Facilities/Community**

**1. Discussion re: ELPS Elementary Building Project Update**

Superintendent Newton distributed the Board of Education recommendation and informational packet regarding the Elementary Building Project that will be reviewed and discussed by the Board of Selectmen and Board of Finance on Wednesday, May 25. An elementary building tour will be conducted prior to the meeting. Superintendent Newton asked if the person who placed the advertisement in The Day paper on Sunday, May 22 would call his office to make an appoint to see him as many inaccuracies were included in the ad. Superintendent Newton reported that he awaiting the cost estimates from the architect for the \$1.5 million improvements for Flanders School. Architect Al Jacunski will be present at the May 25 meeting to assist with the Elementary School Project presentation. Application must be filed with the State by June 30, town meetings will follow, and a referendum is planned for early fall.

**C. Policy**

**D. Other**

## VIII. **ADMINISTRATION REPORTS**

- A. Superintendent of Schools** – Mr. Jeffrey Newton
- We are carefully monitoring Kindergarten enrollment numbers for the fall with Flanders presently at 75, Lillie B. Haynes at 52, and Niantic Center at 27.
- B. Interim Assistant Superintendent for Special Education and Pupil Personnel** – Ms. Donna Gittleman
- Ms. Gittleman noted that a Transition Bill of Rights must be distributed annually to the parents of all students in grade 6 through age 21 identified as students with disabilities.
- C. Business/Facilities Director** – Mrs. Maria Whalen
- Mrs. Whalen reported that the District Business Office is busy with year-end accounting.

## IX. **COMMITTEE REPORTS**

- A. AAA Committee
- B. FFO Committee
- C. Policy Review Committee – Oral report of 05/23/16 meeting
- D. ELPS Chinese Program ad Hoc Committee
- E. Board of Education Liaison to Board of Finance Schedule

## X. **COMMUNICATIONS**

- A. ELHS Summer Reading List
- B. EL-Salem Cooperative Agreement for July 1, 2019 – June 30, 39, Adopted 05/13/16
- C. NESDEC Nomination and Appointment Letter for Superintendent Jeffrey Newton to Board of Directors dated 05/10/16

## XI. **NOTICES**

- A. Notice of the following 2015/2016 staffing changes:**
1. Appointments
    - Diane Tobin, 0.10 FTE Before School Aide, MS, 05/02/16 in addition to 1.0 FTE IA, DW @ MS and 0.10 FTE After School Aide, MS
  2. Reassignments
  3. Increases/Decreases in FTE
  4. Resignations
    - Brenda Ayers, 1.0 FTE Teaching Assistant, HS, 06/14/16
    - Jessica Carlson, 1.0 FTE Instructional Aide, NC, 04/29/16
    - Sarah Frick, 1.0 FTE Instructional Aide (1:1), DW at MS, 06/10/16
  5. Supplemental Assignments for 2015/2016
    - Carol Keeman, Baking Club Advisor, MS
- B. Notice of the following staffing changes for 2016/2017:**
1. Reassignments
    - Melissa DeLoreto, 1.0 FTE Elementary Principal from NC to HA, 07/01/16
    - Jeffrey Provost, from 1.0 FTE Assistant Principal (12-month), HS to 1.0 FTE Interim Elementary Principal, NC, 07/01/16 – 06/30/17
    - Kimberly Davis, from 1.0 FTE Special Education Coordinator to 1.0 FTE Interim Director of Special Services, ELPS, 07/01/16 – 06/30/17
- C. Out of state field trips: None at this time.**

## XII. **BOARD COMMENTS/FUTURE AGENDA ITEMS**

- A. Board Comments
- B. Future Agenda Items:
  - a. Field Trip Discussion – *To be scheduled*
  - b. Short/Long-Term Savings Ideas – *To be scheduled*
  - c. Using Technology to Advance Curriculum – Eric Bauman – *To be scheduled*

**XIII. PUBLIC COMMENT**

1. Jennifer Murray (7 Tabernacle Avenue, Niantic), noted discrepancies on the "Fact Sheet" regarding the \$22 million dollar price tag and the Kaestle Boos Feasibility Study, and inaccuracies regarding the 100% reimbursable statement. She noted the short-term burden on taxpayers and asked if the reimbursement rate was higher with the new plan.

*The Board took a short break at 8:45 p.m.*

**XIV. EXECUTIVE SESSION**

**MOTION:** Marlene Nickerson moved to enter into executive session at 8:48 p.m. and to include Jeffrey Newton (Superintendent) to discuss his evaluation for 2015-2016.; Al Littlefield seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

The Board exited executive session at 9:00 p.m.

**XV. ADJOURNMENT**

**MOTION:** Jamie Barr Shelburn moved to adjourn the meeting at 9:01 p.m.; Marlene Nickerson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

Respectfully submitted,

*Al Littlefield*

Albert Littlefield, Secretary

East Lyme Board of Education